



Sean Rogan
Executive Director

**COMMUNITY DEVELOPMENT COMMISSION
of the County of Los Angeles**

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**Gloria Molina
Mark Ridley-Thomas
Zev Yaroslavsky
Don Knabe
Michael D. Antonovich**
Commissioners

April 09, 2013

The Honorable Board of Commissioners
Community Development Commission
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Commissioners:

**APPROVAL OF REPROGRAMMING OF UNUSED FUNDS TO SUPPORT RENOVATIONS TO
THE ECUMENICAL COUNCIL OF PASADENA AREA CONGREGATIONS "FRIENDS IN DEED
HOUSE" IN PASADENA
(DISTRICT 5) (3 VOTES)**

SUBJECT

This letter recommends the transfer of up to \$6,405 in County General Funds (CGF) known as Emergency Shelter Funds (ESF), allocated to the Fifth Supervisorial District, to the Ecumenical Council of Pasadena Area Congregations (ECPAC) for costs related to the renovation of its Friends In Deed House.

IT IS RECOMMENDED THAT THE BOARD:

1. Authorize the Executive Director or his designee to reprogram \$6,405 in unused ESF allocated to the Fifth Supervisorial District, originally allocated to Penny Lane Centers on January 9, 2007.
2. Authorize the Executive Director or his designee to transfer to the Los Angeles Homeless Services Authority (LAHSA) up to \$6,405 in ESF allocated to the Fifth Supervisorial District, which will then be granted to ECPAC for renovations to the Friends In Deed House.
3. Acting as a responsible agency pursuant to the California Environmental Quality Act (CEQA), certify that the Community Development Commission has considered the attached determination, which was prepared by the City of Pasadena as lead agency; and find that the project will not cause a significant effect on the environment.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The purpose of the recommended actions is to authorize the Commission to transfer \$6,405 in ESF to LAHSA, which will then be granted to ECPAC to renovate its Friends In Deed House, located at 444 East Washington Boulevard in the City of Pasadena.

FISCAL IMPACT/FINANCING

The actions described herein will be funded with a portion of the \$20,000,000 in CGF approved by the Board of Supervisors on June 20, 2005, to fund the construction and/or renovation of year-round emergency shelters and enhancements to the homeless support system.

On November 22, 2005, the Board of Supervisors approved allocating \$3,600,000 in CGF to each Supervisorial District with a ten percent administrative fee, in the total amount of \$2,000,000, reserved for the Commission.

The proposed transfer of funds from the Commission to LAHSA will allocate \$6,405 in ESF from the Fifth Supervisorial District to provide funding for costs incurred in connection with renovations to the ECPAC's Friends In Deed House.

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

In order to address the large numbers of homeless individuals and families and the corresponding critical shortage of beds in Los Angeles County, on June 20, 2005, the Board of Supervisors approved an allocation of \$20,000,000 for the construction and/or renovation of year-round emergency shelters and enhancements to the homeless support system.

On November 22, 2005, the Board of Supervisors directed the Commission to administer the funding and oversee all of the projects. The Board also instituted a method by which each Board Office selects recipients of ESF based on agency experience and the need for homeless services in the community, among other considerations.

On January 9, 2007, your Board approved the allocation of \$200,000 to be granted to Penny Lane Centers for its Transitional Housing program. The contract with LAHSA for these funds ended on September 30, 2009, with \$6,405 in unexpended funds remaining.

The Fifth Supervisorial District has requested that these unexpended funds be reprogrammed for the Friends In Deed House. These funds will be transferred to LAHSA and combined with additional County General Funds allocated to the Fifth Supervisorial District to complete the renovations for the Friends In Deed House.

Ecumenical Council Pasadena Area Congregations – Friends In Deed is a 501(c)(3) organization whose mission is to alleviate the effects of poverty, to encourage self sufficiency through the collective efforts of congregations, individuals and community organizations and to promote mutual support, understanding and collaboration within the faith community. The purpose of Friends In Deed is to provide basic services to improve the quality of life for low income and homeless people.

Programs operated out of the Friends In Deed House include the Pantry, which provides supplemental food for approximately 200 homeless and low-income households each week, and the Women's Room, which provides a daytime refuge for homeless and at risk women. The Women's Room provides showers and laundry facilities, computers, telephones, a place to nap, and

opportunities for activities.

Renovations to be performed include replacement of shingles and siding, replacing the asphalt parking lot, tree removal, new carpeting and interior painting.

ENVIRONMENTAL DOCUMENTATION

This project has been determined categorically exempt from the requirements of CEQA by the City of Pasadena in accordance with State CEQA Guidelines Section 15301. The Commission's consideration of this determination satisfies the requirements of CEQA.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of these actions will extend the useful life of a building used to provide shelter to homeless individuals and families.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sean Rogan", followed by a horizontal line.

SEAN ROGAN

Executive Director

SR:lk

Enclosures



NOTICE OF EXEMPTION

To:
Los Angeles County Clerk
Business Filing & Registration
12400 E Imperial Hwy, Room 1101
Norwalk, CA 90650

From:
City of Pasadena
Housing Department
649 N. Fair Oaks Avenue, Suite 202
Pasadena, California 91103

Project Title: Friends In Deed

Project Applicant: Ecumenical Council of Pasadena Area

Project Address: 444 E. Washington Blvd., Pasadena, CA 91104-8125

Project City: Pasadena

Project County: Los Angeles

Project Description: Repairs to two-story building which is operated to provide services to homeless women. The repairs consist of: a) replacing exterior siding; b) replacing existing windows; c) repair existing asphalt parking lot; d) interior painting and replacing carpet and vinyl flooring. The project will not involve any structural change to the building or add (or reduce) square footage.

Name of Public Agency Approving Project: City of Pasadena

Exempt Status (Check one):

- ☐ Ministerial (California Public Resources Code, §21080(b)(1); California Code of Regulations, Title 14, Chapter 3, Article 18, §15268)
- ☐ Declared Emergency (California Public Resources Code, §21080(b)(3); 15269(a))
- ☐ Emergency Project (California Public Resources Code, §21080(b)(4); 15269(b)(c))
- ☒ Categorical Exemption (California Code of Regulations, Title 14, Chapter 3, Article 19, Class 1, §15301, Existing Facilities)
- ☐ Statutory Exemption (California Code of Regulations, Title 14, Chapter 3, Article 18, §(#))
- ☐ General Rule (California Code of Regulations, Title 14, Chapter 3, Article 5, §15061(b)(3))

Reason why project is exempt: This project has been determined to be categorically exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (Public Resources Code §21080(b)(9); Administrative Code, Title 14, Chapter 1, §15301, Class 1, Existing Facilities). Class 1 exempts from environmental review small additions, expansions or alterations to existing structures where there is negligible or no expansion of the use. This exemption is applicable because the project, as described, involves repairs to the structure (primarily cosmetic) with no expansion of the existing structure.

Lead Agency: City of Pasadena, Housing Department, Housing Production Division
Contact Person: James Wong **Phone:** (626) 744-8316

COMPLETED BY: James Wong
TITLE: Senior Project Manager
DATE: December 6, 2012

REVIEWED BY: David Sinclair
TITLE: Planner
DATE: December 6, 2012